

*Welcome  
to  
Ceridian*



Go to [www.ceridian-benefits.com](http://www.ceridian-benefits.com) Enter your Login ID, and your Password/Pin.

**Ceridian Benefits Services** - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail News RSS Feeds

Address <https://cats.ceridian.com/index.cfm?fuseaction=sec.GetAppLogin> Go Links

**CERIDIAN** Ceridian Benefits Services

[Products](#) [About Us](#) [Contact Us](#)



**Online Services**

Login

Password / PIN

[Sign-In Help](#)

[Forgot Password/PIN](#)

Welcome to Ceridian Benefits Services' Login Page

*have a focus on business initiatives leave early get information faster stay competitive*

Copyright © 2007 Ceridian Corporation.

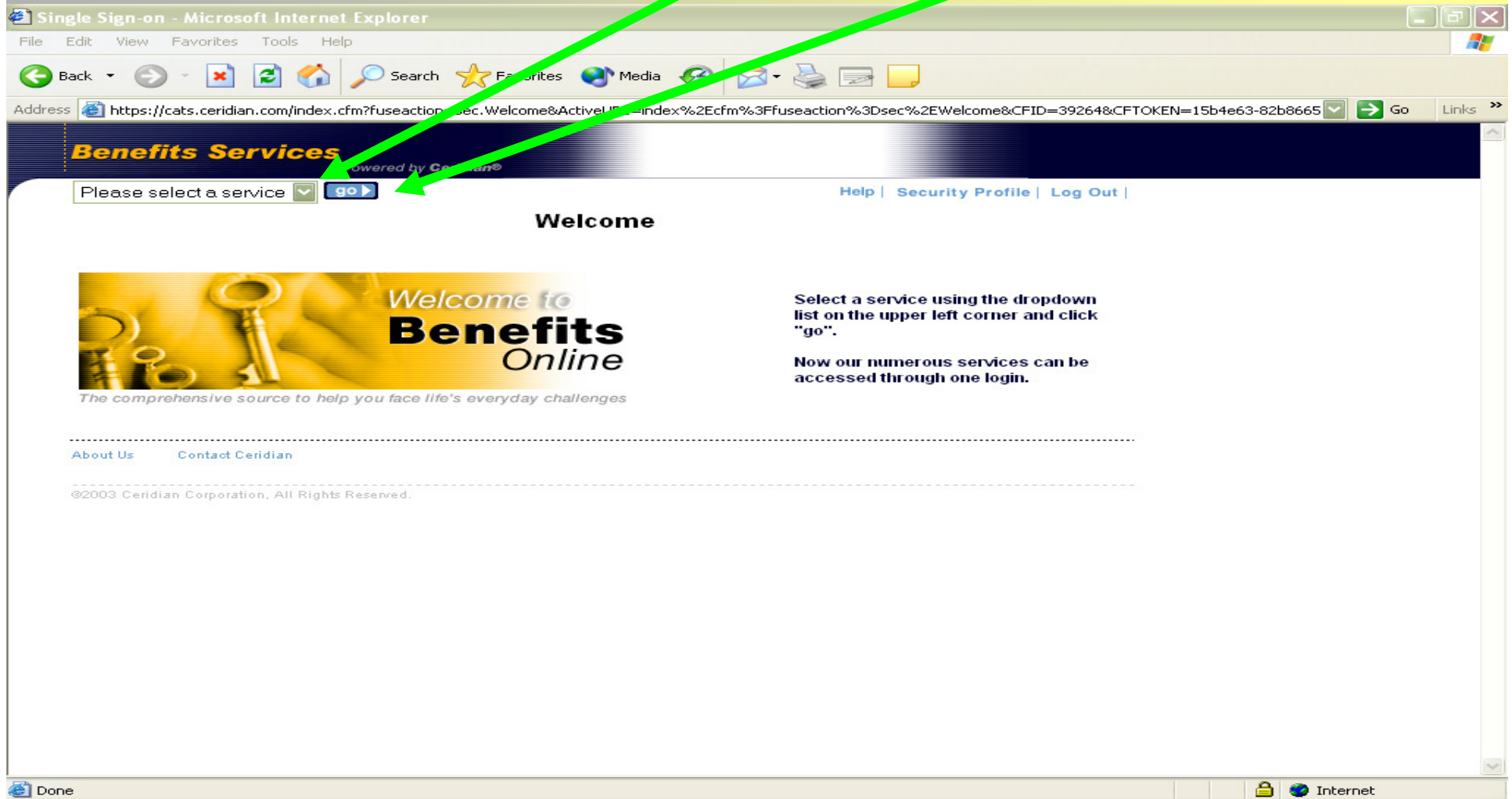
To access our online systems, Microsoft Internet Explorer (version 5.0 or above) or Netscape Navigator (version 6.0 or above) is required.

<https://www.ceridian-benefits.com/>

Trusted sites

Start | EQE Ca... | C:\WIN... | Phoeni... | Oracle ... | 4 Micr... | 5 Int... | CobraS... | \\stpcb... | Microso... | 4:41 PM

Select Cobra Administration and click go.



If necessary select Ceridian Cobra Services.

**Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian**

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address [https://ncrr.ceridian.com/cobrasso/sso\\_eqe\\_CobraServApps.jsp?passkey=UX000CEFDEGC-432012029\\*698169366840209212\\$\\$\\$06\\$\\$\\$59\\$358\\$SOFag=Y&portalflag=N&A](https://ncrr.ceridian.com/cobrasso/sso_eqe_CobraServApps.jsp?passkey=UX000CEFDEGC-432012029*698169366840209212$$$06$$$59$358$SOFag=Y&portalflag=N&A) Go Links

**Benefits Services** Powered by Ceridian®

**COBRA/BBS/SCS Admin** go

Login Statistics | Security Profile | Logout

Contact Us Client Reports Data Entry Forms Rates Administration Toolbox Update Profile

Main Menu

Welcome to Ceridian's self-service web application for Benefits Continuation Services' Clients.

For easy to use and paperless data entry, reporting, and annual rate renewals, please select a product listed on the menu above and follow the steps outlined in each self-service section. For technical questions, please contact Ceridian Technical Support using our toll-free number. For business related assistance, please contact Ceridian Benefits Client Services.

Thank You for using Ceridian Benefits Continuation Services.

Microsoft Browser Supported : Version 5.5 or above.  
Netscape Browser Supported : Version 7.0 or above.

About Us Contact Us My Support Page

**Ceridian COBRA Services**

©2005 Ceridian Corporation, All Rights Reserved

Done

Start EOE Ca... Oracle ... 4 Micr... 2 Int... CobraS... Tivoli P... C:\WIN... Phoeni... Microso...

Trusted sites

11:03 AM

## Select Data Entry Forms.

**Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian**

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address [https://ncrr.ceridian.com/cobrasso/sso\\_eqe\\_CobraServApps.jsp?passkey=UX000000DEGC-432012029\\*698169366840209212\\$\\$\\$06\\$\\$\\$59\\$358SSOFlag=Y&portalFlag=N&A](https://ncrr.ceridian.com/cobrasso/sso_eqe_CobraServApps.jsp?passkey=UX000000DEGC-432012029*698169366840209212$$$06$$$59$358SSOFlag=Y&portalFlag=N&A) Go Links

**Benefits Services** Powered by Ceridian®

COBRA/BBS/SCS Admin go Login Statistics | Security Profile | Logout

Contact Us Client Reports **Data Entry Forms** Rates Administration Toolbox Update Profile

Main Menu

Welcome to Ceridian's self-service web application for Benefits Continuation Services' Clients.

For easy to use and paperless data entry, reporting, and annual rate renewals, please select a product listed on the menu above and follow the steps outlined in each self-service section. For technical questions, please contact Ceridian Technical Support using our toll-free number. For business related assistance, please contact Ceridian Benefits Client Services.

Thank You for using Ceridian Benefits Continuation Services.

Microsoft Browser Supported : Version 5.5 or above.  
Netscape Browser Supported : Version 7.0 or above.

About Us Contact Us My Support Page Ceridian COBRA Services

©2005 Ceridian Corporation, All Rights Reserved

Done Trusted sites

Start EOE Ca... Oracle ... 4 Micr... 2 Int... CobraS... Tivoli P... C:\WIN... Phoeni... Microso... 11:03 AM

## Select the NEW! COBRA Qualifying Event Form.

**Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation**

File Edit View Favorites Tools Help

Address [https://ncrr2.ceridian.com/eqweb/sso\\_menu\\_redirect.jsp](https://ncrr2.ceridian.com/eqweb/sso_menu_redirect.jsp) Go Links

**Benefits Services** Powered by Ceridian®

**CERIDIAN** freedom

COBRA/BBS/SCS Admin go Login Statistics | Security Profile | Logout

Contact Us	Client Reports	Data Entry Forms	Notes Administration	Toolbox	Update Profile
<b>Main Menu</b>					
Welcome to Ceridian's self-service web site. For easy to use and paperless data entry, please select a product listed on the menu above and follow the steps. Ceridian Technical Support using our toll-free number 800-469-0429. Thank You for using Ceridian Benefits Continuation Services' Clients.					
For easy to use and paperless data entry, please select a product listed on the menu above and follow the steps. Ceridian Technical Support using our toll-free number 800-469-0429. Thank You for using Ceridian Benefits Continuation Services' Clients.					
NEW! - COBRA Billing Takeover					
NEW! - COBRA Qualifying Event					
NEW! - HIPAA Only Event					
NEW! - New Hire Notification					
[OLD] COBRA Billing Takeover					
[OLD] COBRA Qualifying Event					
[OLD] HIPAA Only Event					
[OLD] New Hire Notification					

**Important Notice - Please be advised you may experience latency with the self-service portion of the web site. We are working to correct the issue. We apologize for the inconvenience.**

**Please try again later or if this is an urgent issue please contact Web Technical Support at 800-469-0429. They can assist you with submitting a form manually via fax in the interim.**

**PLEASE NOTE**

Ceridian is pleased to announce changes to the self service functions of the "admin" portion of the web site. These changes are effective November 30th 2007.

When you click the "Data Entry Forms" drop down on the menu bar, you can use either the old or new versions of the self service tools. The new versions have the same feature functionality of the old versions but you will not need to run Java software to enter and submit your data to Ceridian when using the new versions.

We encourage you to use the new versions and get familiar with the new look and feel. The old versions will remain available until April 2008 in order for you to get accustomed to the new versions.

Please click the following link to see a summary of differences between the old and new versions of the self service tools. [Summary of Differences](#)

Microsoft Browser Supported : Version 5.5 or above.

Start | EQE Cal... | Window... | Oracle ... | C:\WIN... | Phoenix... | CobraS... | \\stpcbr... | Q:\COB... | Microso... | Ceridia... | 10:19 AM Friday



Select the reason for the loss of benefit coverage. Click on the **NEXT** key to proceed to the following screen.

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address <https://ncrr2.ceridian.com/eqeweb/webqe.jsp?evt=cobra&pg=1> Go Links

**Benefits Services** Powered by Ceridian®

COBRA/BBS/SCS Admin go Login Statistics | Security Profile | Logout

Contact Us Client Reports Data Entry Forms Rates Administration Toolbox Update Profile

Main Menu > COBRA Qualifying Event

**Loss of Benefit Coverages** COBRA Qualifying Event Notification Form

Employee Qualifying Events (18 months)

- ☐ Employee's resignation / termination (Code 1)
- ☐ Employee's retirement (Code 8)
- ☐ Employee's layoff (Code 0)
- ☐ Employee long term disability (Code A)
- ☐ Employee's involuntary termination (Code C)
- ☐ Employee begins leave of absence (Code 9)
- ☐ Employee's reduction of hours (Code 2)

Dependent Qualifying Events (36 months)

- ☐ Divorce / legal separation (Code 4)
- ☐ Retiree, spouse or child of retiree loses coverage within one year before or after commencement of proceedings by sponsoring employer under Title 11 (bankruptcy) United States Code (Code 7)
- ☐ Ineligibility of dependent child (Code 6)
- ☐ Death of covered employee / retiree (Code 3)
- ☐ Covered employee / retiree becomes entitled to Medicare; dependents may elect continuance of identical coverage (Code 5)

Next

About Us Contact Us My Support Page Ceridian COBRA Services

©2008 Ceridian Corporation, All Rights Reserved

Start EQE Cal... Window... Oracle ... C:\WIN... Phoenix... CobraS... \\stpcbr... Q:\COB... Microso... Ceridia... 11:53 AM Friday

**Enter the Employee's social security number, Qualifying Event Date, and the Benefits Termination Date. Proceed by selecting NEXT.**

The screenshot shows a web browser window titled "Ceridian Continuation Services - Microsoft Internet Explorer". The address bar shows the URL: [https://ncrr2.ceridian.com/eqeweb/webqe\\_cobra\\_stub\\_1.jsp?stp=1](https://ncrr2.ceridian.com/eqeweb/webqe_cobra_stub_1.jsp?stp=1). The page header includes "Benefits Services" and the Ceridian logo. A navigation bar contains links: "Contact Us", "Client Reports", "Data Entry Forms", "Rates Administration", "Toolbox", and "Update Profile". Below this is a breadcrumb trail: "Main Menu > COBRA Qualifying Event".

The main content area is titled "Loss of Benefit Coverages" and "COBRA Qualifying Event Notification Form". It contains the following fields:

- Enter Employee's SSN: 000-00-0000 (with a green arrow pointing to the input field)
- Employee's SSN:
- Enter Employee's Company ID [optional]:
- Employee's Number:
- Qualifying Event Date: MM/DD/YYYY (with a green arrow pointing to the input field)
- Date Event Occurred:
- Benefits Termination Date: MM/DD/YYYY (with a green arrow pointing to the input field)
- Last Date Covered:

At the bottom right of the form are two buttons: "Validate" and "Next" (with a green arrow pointing to it).

The footer includes links: "About Us", "Contact Us", and "My Support Page". A dropdown menu for "Ceridian COBRA Services" is also present. The copyright notice at the bottom reads: "©2008 Ceridian Corporation, All Rights Reserved".



**Next, enter the individual experiencing the qualifying event (ex., employee or dependent). Click add dependent if a spouse or dependent (s) is losing coverage. Proceed by selecting NEXT.**

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Address [https://ncrr2.ceridian.com/eqweb/webqe\\_cobra\\_stub\\_2.jsp?stp=2](https://ncrr2.ceridian.com/eqweb/webqe_cobra_stub_2.jsp?stp=2) Go Links >>

**Benefits Services** Powered by Ceridian®

**CERIDIAN** freedom

COBRA/BBS/SC Admin  Login Statistics | Security Profile | Logout

Contact Us Client Reports Data Entry Forms Rates Administration Toolbox Update Profile

Main Menu > COBRA Qualifying Event

**Loss of Benefit Coverages** **COBRA Qualifying Event Notification Form**

Enter Employee Information: 123-45-6789

Last Name:	<input type="text"/>	State:	<input type="text"/>
First Name:	<input type="text"/>	Region:	<input type="text"/>
Middle Initial:	<input type="text"/>	Country:	<input type="text" value="United States of America"/>
Address Line 1:	<input type="text"/>	Postal Code:	<input type="text"/>
Address Line 2:	<input type="text"/>	U.S. Phone:	<input type="text"/>
City / Town:	<input type="text"/>	Date of Birth:	<input type="text"/>
		Gender:	<input type="text"/>

Medical Wait Begin Date:	<input type="text"/>	Medical Cov. Begin Date:	<input type="text"/>
Qualifying Event Date:	<input type="text" value="12/01/2007"/>	Benefits Termination Date:	<input type="text" value="12/31/2007"/>

About Us Contact Us My Support Page Ceridian COBRA Services

©2008 Ceridian Corporation, All Rights Reserved

Done

Start EOE Cal... Window... Oracle ... C:\WIN... Phoenix... CobraS... \stpcbr... O:\COB... Microso... Ceridia... 10:26 AM

Select applicable carrier code, option code, and plan code. (Please refer to client rate report) Proceed by selecting NEXT. If applicable, fill in the Monthly FSA Contribution and the Company Subsidy End Date.

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print

Address [https://ncrr2.ceridian.com/eqeweb/webqe\\_cobra\\_stub\\_3.jsp?sp=3](https://ncrr2.ceridian.com/eqeweb/webqe_cobra_stub_3.jsp?sp=3) Go Links >>

**Benefits Services** Powered by Ceridian

COBRA/BBS/SCS Admin  Login Statistics | Security Profile | Logout

Contact Us Client Reports Data Entry Forms Rates Administration Tool box Update Profile

Main Menu > COBRA Qualifying Event

**Loss of Benefit Coverages** COBRA Qualifying Event Notification Form

Populate ALL Benefit Coverages that apply:

	Carrier	Opt.	Plan Coverage
Medical:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Dental:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Vision:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misc.:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Prescription:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Monthly FSA Contribution:

Company Subsidy End Date:

About Us Contact Us My Support Page Ceridian COBRA Services

©2008 Ceridian Corporation, All Rights Reserved

Done

Start EQE Cal... Window... Oracle ... C:\WIN... Phoenix... CobraS... \\stpcbr... Q:\COB... Microso... Ceridia... 10:29 AM Friday

**Verify that all coverage selected are applicable to the employee and each dependent. Select Next to proceed.**

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Address Bar Go Links

Address: https://ncrr2.ceridian.com/eqeweb/webqe\_cobra\_stub\_5.jsp?stp=5

---

**Benefits Services** Powered by Ceridian®

COBRA/BBS/SCS Admin [go](#) [Login Statistics](#) [Security Profile](#) [Logout](#)

[Contact Us](#) [Client Reports](#) [Data Entry Forms](#) [Rates Administration](#) [Toolbox](#) [Update Profile](#)

Main Menu > COBRA Qualifying Event

---

**Loss of Benefit Coverages** **COBRA Qualifying Event Notification Form**

Deselect coverages that do NOT apply to a Dependent:

Name	Relt.	Med.	Dent.	Vis.	Misc.	Rx	Oth.
DOE, JANE	EMP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Edit](#) [Validate](#) [Next](#)

---

[About Us](#) [Contact Us](#) [My Support Page](#) [Ceridian COBRA Services](#)

©2008 Ceridian Corporation, All Rights Reserved

Done

Start | EOE Cal... | Window... | Oracle... | C:\WIN... | Phoenix... | CobraS... | Wstchr... | O:\COB... | Microsp... | Ceridia... | 10:29 AM

A summary of the information entered will appear. You can select **EDIT** if applicable and select **SUBMIT DOCUMENT** to proceed.

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Reload Print Mail News RSS Feeds

Address [https://ncr2.ceridian.com/eqweb/webqe\\_cobra\\_stub\\_6.jsp?stp=6](https://ncr2.ceridian.com/eqweb/webqe_cobra_stub_6.jsp?stp=6) Go Links

Main Menu > COBRA Qualifying Event

---

**Loss of Benefit Coverages** **COBRA Qualifying Event Notification Form**

Client Name: CBS SALES DEMO COMPANY  
Client Account: WEBDEMO  
Employee SSN: 123-45-6789  
Employee Number:  
Qualifying Event: Code 1  
Event Date: 12/01/2007  
Cov. Terminated: 12/31/2007  
Subsidy End Date:  
Monthly FSA Due: \$0.00  
Status: Pending.  
Message:

Records attached to this Document:

LAST	FIRST	MI	ADDRESS	CITY	ST	ZIP	PHONE	RELT	SSN	DOB
DOE	JANE	N	123 CERIDIAN LANE	ST. PETERSBURG	FL	USA 33712	(727)999-9898	F EMP	123-45-6789	07/01/1982

Benefits attached to Records:

LAST	FIRST	MI	RELT	WAIT DATE	BEGIN DATE	EVENT DATE	TERM. DATE	M	D	V	M	P	O
DOE	JANE	N	EMP	07/01/2004	07/01/2004	12/01/2007	12/31/2007	V	N	N	N	N	N

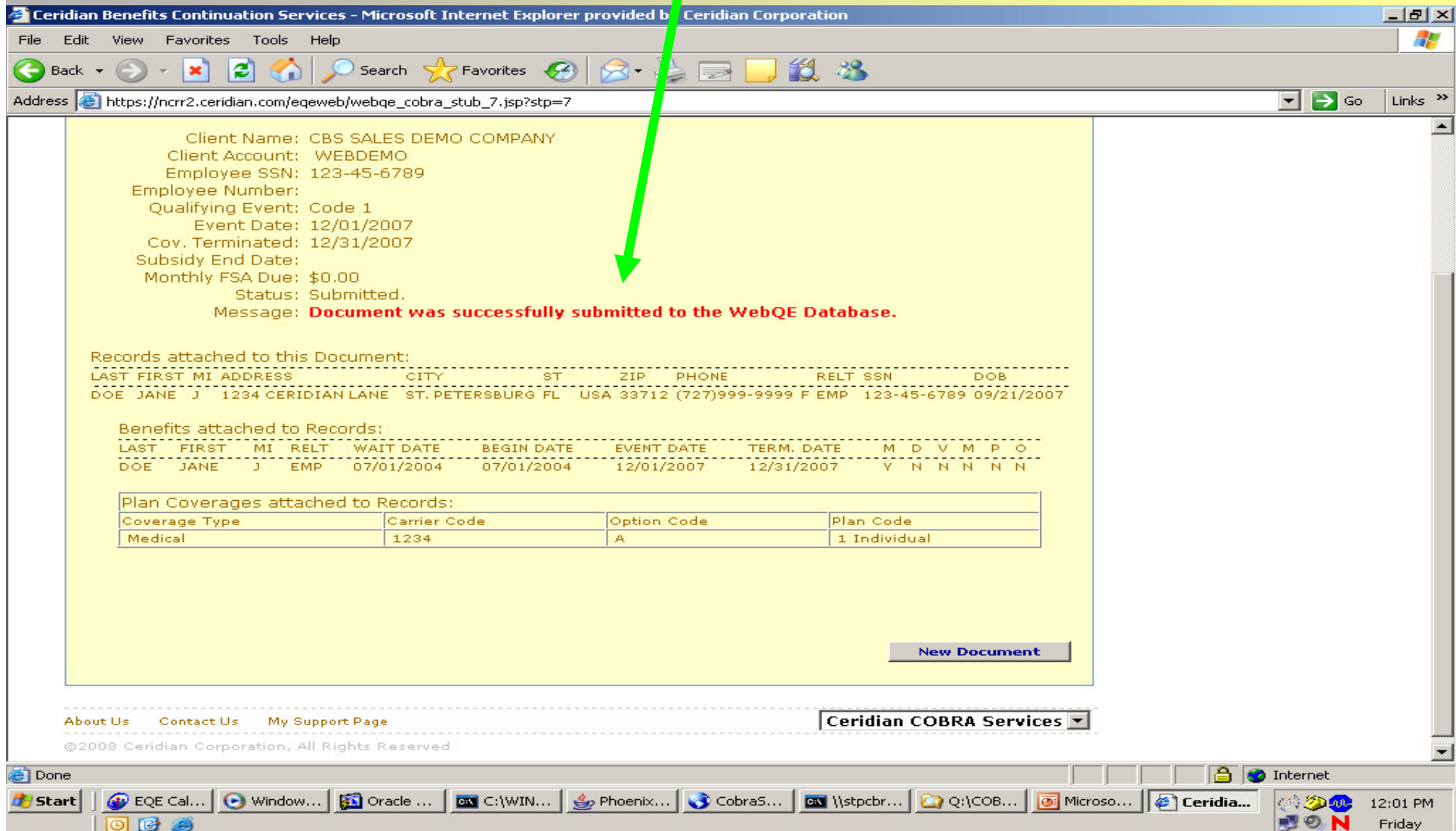
Plan Coverages attached to Records:

Coverage Type	Carrier Code	Option Code	Plan Code
Medical	1234	A	1 Individual

[Edit](#) [Submit Document](#)

Internet

If the document is successfully submitted you will receive a message advising that the document was entered into the WebQE Database.



Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address [https://ncrr2.ceridian.com/eqeweb/webqe\\_cobra\\_stub\\_7.jsp?stp=7](https://ncrr2.ceridian.com/eqeweb/webqe_cobra_stub_7.jsp?stp=7) Go Links

Client Name: CBS SALES DEMO COMPANY  
Client Account: WEBDEMO  
Employee SSN: 123-45-6789  
Employee Number:  
Qualifying Event: Code 1  
Event Date: 12/01/2007  
Cov. Terminated: 12/31/2007  
Subsidy End Date:  
Monthly FSA Due: \$0.00  
Status: Submitted.  
Message: **Document was successfully submitted to the WebQE Database.**

Records attached to this Document:

LAST	FIRST	MI	ADDRESS	CITY	ST	ZIP	PHONE	RELT	SSN	DOB
DOE	JANE	J	1234 CERIDIAN LANE	ST. PETERSBURG	FL	USA 33712	(727)999-9999	F EMP	123-45-6789	09/21/2007

Benefits attached to Records:

LAST	FIRST	MI	RELT	WAIT DATE	BEGIN DATE	EVENT DATE	TERM. DATE	M	D	V	M	P	O
DOE	JANE	J	EMP	07/01/2004	07/01/2004	12/01/2007	12/31/2007	Y	N	N	N	N	N

Plan Coverages attached to Records:

Coverage Type	Carrier Code	Option Code	Plan Code
Medical	1234	A	1 Individual

New Document

About Us Contact Us My Support Page Ceridian COBRA Services

©2008 Ceridian Corporation, All Rights Reserved

Done

Start EQE Cal... Window... Oracle ... C:\WIN... Phoenix... CobraS... \\stpcbr... Q:\COB... Microso... Ceridia...

Internet

12:01 PM Friday



Go to File and print the completed document for your records. Select **NEW DOCUMENT** to begin a new qualifying event.

Ceridian Benefits Continuation Services - Microsoft Internet Explorer provided by Ceridian Corporation

File Edit View Favorites Tools Help

New  
Open... Ctrl+O  
Edit  
Save Ctrl+S  
Save As...  
Page Setup...  
Print... Ctrl+P  
Print Preview...  
Send  
Import and Export...  
Properties  
Work Offline  
Close

om/eqe/web/webqe\_cobra\_stub\_7.jsp?stp=7

Print Reports Data Entry Forms Rates Administration Toolbox Update Profile

Printing Event

Pages

COBRA Qualifying Event Notification Form

Name: CBS SALES DEMO COMPANY  
Unit: WEBDEMO  
SN: 123-45-6789  
Event: Code 1  
Effective Date: 12/01/2007  
Cov. Terminated: 12/31/2007  
Subsidy End Date:  
Monthly FSA Due: \$0.00  
Status: Submitted.  
Message: **Document was successfully submitted to the WebQE Database.**

Records attached to this Document:

LAST	FIRST	MI	ADDRESS	CITY	ST	ZIP	PHONE	RELT	SSN	DOB
DOE	JANE		1234 CERIDIAN LANE	ST. PETERSBURG	FL	USA 33712	(727)325-6598	F EMP	123-45-6789	09/03/2007

Benefits attached to Records:

LAST	FIRST	MI	RELT	WAIT DATE	BEGIN DATE	EVENT DATE	TERM. DATE	M	D	V	N	P	O
DOE	JANE		EMP	07/01/2004	07/01/2004	12/01/2007	12/31/2007	Y	N	N	N	N	N

Plan Coverages attached to Records:

Coverage Type	Carrier Code	Option Code	Plan Code
Medical	1234	A	1 Individual

New Document

Prints this page.

Start | EQE C... | Windo... | Oracl... | C:\WI... | Phoen... | Cobra... | \\stpc... | Q:\C... | Micros... | Ceridi... | 11 M... | 4:13 PM Friday